

**Pearl River
Community College:
Protocols
for COVID-19**

Moving Forward with COVID-19

Document Purpose

This document has been created with the purpose of ensuring Pearl River Community College is taking precautions for students and employees. We acknowledge that each individual is responsible for his/her own safety, but Pearl River Community College is committed to doing its part in encouraging on-going cleanliness of its facilities. Everyone is encouraged to wash his or her hands with soap and water frequently and to refrain from touching his or her face to avoid the transmission of germs.

Pearl River Community College encourages each employee and student to assume that every person he or she encounters always has the virus and act to protect him or herself.

As new state and federal guidelines are issued, this document will be reviewed and revised as necessary.

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Document Revision Dates:

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January 21, 2021

Masks

Individuals will wear face masks in buildings and confined spaces if with at least one other person. Students and employees are encouraged to be aware of their environment and be considerate of others while moving throughout buildings and the campuses.

Temperature Kiosks

Temperature kiosks will be located throughout buildings on each campus. Individuals will be encouraged to use these kiosks daily and self-monitor their own health situations. Individuals with a temperature exceeding 100.4° or above should leave campus immediately and seek medical attention.

Some areas of the college will have more stringent guidelines regarding temperature.

Exposure and Quarantine

Exposure to the virus is defined as being in the proximity of an individual who has tested positive to COVID-19. The proximity would have been six feet or closer for fifteen minutes or more while not wearing a mask.

Any individual having been exposed to COVID-19 is to stay home and self-quarantine.

If at any point during the quarantine, the individual experiences symptoms of COVID-19, then he or she is responsible for seeking a facility that administers the test for the virus. If the test is positive, the individual can return to campus ten days after the report of a positive test and at least a 24-hour fever-free period without the assistance of fever-reducing medications.

After ten days of quarantine, if the individual experienced no symptoms of the virus, he or she may return to the college.

If the individual has had no symptoms for seven days and has had a negative PCR test administered on day five or later, he or she must provide documentation to coronavirus@prcc.edu and may discontinue quarantine if approved. An email will be provided to use as documentation to return.

Allied Health and Nursing programs may have different guidelines for clinical affiliates. Please see the appropriate program director for that information.

Notifications

Any individual with a temperature exceeding 100.4°, who is experiencing other symptoms of COVID-19, or who has been positively diagnosed with the virus should email coronavirus@prcc.edu letting authorities know the situation. Students are to provide their name, student ID, contact phone number, and a brief explanation of the situation. Employees provide their name and the name of their immediate supervisor.

Employees must contact supervisors at the first opportunity. Students must email each of their instructors as soon as possible. If this is not possible, contact the appropriate campus vice president's office. eLearning students email elearning@prcc.edu if it is not possible to contact all instructors.

Additional Information

- No crowding in small areas.
- All college facilities will be cleaned and disinfected prior to the arrival of students and employees each day.
- Regularly, appropriate janitorial staff will clean and disinfect frequently touched surfaces (such as door knobs and light switches) in any area where students and employees are present.
- To the extent possible, interior doors will be propped open to allow individuals to enter and exit without the need to touch handles.
- Everyone is encouraged to wash his or her hands with soap and water frequently and to refrain from touching his or her face to avoid the transmission of germs.
- The Spring 2021 semester will begin as scheduled on January 4, 2021.
- Contingency plans are being made in the event individuals are placed under a stay-at-home order before the scheduled end of the semester.
- Communal coffee pots and break rooms for employees are strongly discouraged.
- Instructors wishing to use marker boards in classrooms will be responsible for bringing markers and erasers to each class to avoid multiple individuals using the same items.
- Instructors are encouraged to bring a laptop with them to the classroom and connect to the projector to avoid multiple individuals using the same devices. When possible use the equipment provided in the classrooms and disinfect regularly.
- Students using a laptop from a laptop cart during a class will wipe the laptop with a disinfectant wipe prior to and after using the laptop.
- To encourage individuals to remember the necessity of social distancing, markings will be placed on floors in areas such as outside elevators, outside of offices where lines might form, and any other areas where individuals typically gather in groups.

PRCC COVID-19 Protocol for Libraries

- The Library front doors have designated entrance and exit doors.
- Students may check their temperature and sanitize their hands upon entering the Library. The temperature and hand sanitizing stations are located inside the front doors of the Library.
- Hand sanitizing stations are also located throughout the Library.
- Students are required to wear a mask while in the Library.
- The Library will observe social distancing at all student computer stations.
- Student computer stations will be cleaned after each use.
- Library capacity will be reduced to 50%.
- Seating in the Library is limited to 2 students per table.
- Before reshelving, returned books will remain on the return book truck or external book drop for 24 hours.
- Student IDs will be sanitized and held for laptop and reserve material checkout.
- Laptops and reserve material will be sanitized after each use.
- Frequently touched public surfaces will be sanitized each hour.
- Print release stations are equipped with non-touch printing options. Stations will be sanitized each hour.
- Library employees are encouraged to wear gloves while handling ID's, laptops, books, and while sanitizing.
- Library Classrooms will be sanitized after each use.
- Students that choose not to comply with mask requirement will be asked to leave the Library.

PRCC COVID-19 Protocol for Dorm Students

- Upon arrival on campus, there will be a designated location for check-in. This location will be approved by the campus Vice President. Campus Police will be aware of the check-in location.
- Before moving in the dorm, each student will be subject to temperature checks. Individuals with a temperature of 100.4 ° or above will be sent home.
- The following questions will be asked. Individuals responding affirmatively to either question will be asked to leave the camp.
 - Have you experienced any symptoms that are characteristic of COVID-19, fever, cough, shortness of breath, headache, or sore throat?
 - Have you or someone you live with been diagnosed with COVID-19 in the last 14 days?
- If a student has underlying and/or pre-existing conditions that put him or her at a higher risk of contracting COVID-19, then living on campus in a dense community environment may not be the best choice at this time.
- Prior to students moving into dormitories, all facilities will be cleaned and disinfected by the college's appropriate janitorial staff.
- Each day, regularly, appropriate janitorial staff will clean and disinfect frequently touched public surfaces (such as doorknobs and light switches) in all dormitories.
- Students are expected to clean and disinfect their rooms regularly. Students in resident halls are expected to do their part to keep the living areas safe and clean.
- Everyone is encouraged to wash his or her hands with soap and water frequently and to refrain from touching his or her face to avoid the transmission of germs.
- Individuals will wear face masks in buildings and confined spaces if you are with at least one other person.
- Dorm lobbies will not serve as gathering places.
- Spring move-in procedures for dorm students will be strictly monitored. Only one family member per student will be allowed to help the student move into his or her room. The schedule for moving into rooms will occur over a period of days rather than over a weekend. Move-in instructions will be sent to students via email.

PRCC COVID-19 Protocol for Labs (Science, CTE, and Allied Health)

- To the extent possible, interior doors will be propped open to allow individuals to enter and exit without the need to touch handles.
- Everyone is encouraged to wash his or her hands with soap and water frequently and to refrain from touching his or her face to avoid the transmission of germs.

Science Labs

- Students in all science labs will wear masks due to the close proximity of individuals working in a lab setting.
- Students must use hand sanitizer prior to handling all supplies and equipment including lab paperwork.
- Students must reapply hand sanitizer every thirty minutes while in lab settings.
- At the completion of each science lab, students will clean and disinfect each lab station.
- Specific details about the way in which labs will operate will be provided by lab instructors.

Allied Health Labs

- Students in allied health lab settings will wear masks.
- No more than 10 people will be allowed in a lab setting. Certain settings call for less individuals per space. Those settings will be monitored accordingly.
- Students must use hand sanitizer prior to handling all supplies and equipment including lab paperwork.
- Students must reapply hand sanitizer every thirty minutes while in lab settings.
- Computer usage without gloves will be allowed, but students must use hand sanitizer prior to and after contact with computer or equipment.

Career and Technical Labs

- Career and Technical lab settings vary greatly depending on the program. In settings where students can work independently from others, this will be the norm. In all lab settings, students will be required to wipe all equipment at the beginning and at the end of each lab.
- Students must use hand sanitizer prior to handling all supplies and equipment including lab paperwork.
- Students must reapply hand sanitizer every thirty minutes while in lab settings.
- Specific details about the way in which labs will operate will be provided by lab instructors.

PRCC COVID-19 Protocol for Barbering and Cosmetology

- To the extent possible, interior doors will be propped open to allow individuals to enter and exit without the need to touch handles.
- The Barbering and Cosmetology Programs follow state guidelines for all their day-to-day activities involving sanitation of the facilities. During this time, additional measures will be taken.
 - All individuals entering the classrooms and labs (salon spaces) will have his/her temperature taken each day. Anyone with a temperature of 100.4° or greater will not be allowed in the facility.
 - The following questions will be asked. Individuals responding affirmatively to either question will be asked to leave the facility.
 - Have you experienced any symptoms that are characteristic of COVID-19, fever, cough, shortness of breath, headache, or sore throat?
 - Have you or someone you live with been diagnosed with COVID-19 in the last 14 days?
 - All individuals in the classrooms and labs (salon spaces) will wear masks. This includes students, teachers, and any community individuals who visit the facility.
 - Hand sanitizers are available at all entryways.
- The Pearl River Community College Barbering program will adhere to Executive Order No. 1480 from the Office of the Governor, State of Mississippi (http://www.msbarberboard.com/sites/default/files/executive_order_1480_-_governors_instructions_on_barber_shops.pdf) and to the Mississippi Board of Barber Examiners State Board's Recommendations for Barbershop Reopening (<http://www.msbarberboard.com/sites/default/files/recommendationsforbarbershopreopening.pdf>).
- The Pearl River Community College Cosmetology program will adhere to the State Board's Recommendations for Salon Reopening (<https://www.msbc.ms.gov/response-to-covid-19/>).

PRCC COVID-19 Protocol for Childcare Center

- The childcare facility will adhere to the “Mississippi Guidelines for COVID-19, Picayune School District Early Head Start Child Care Partnership-PRCC” that have been provided.
- Any individual experiencing the symptoms of COVID-19 is to stay home and self-quarantine. Employees contact supervisors at the first opportunity. If this is not possible, contact the appropriate campus vice president’s office.
- All individuals entering the childcare facility will have his/her temperature taken each day. Anyone with a temperature of 100.4° or greater will not be allowed in the facility.
- The following questions will be asked of parents bringing children to the Childcare Center. Individuals responding affirmatively to either question will be asked to leave the facility.
 - Has your child experienced any symptoms that are characteristic of COVID-19, fever, cough, shortness of breath, headache, or sore throat?
 - Have you or someone you live with been diagnosed with COVID-19 in the last 14 days?
- To the extent possible, interior doors will be propped open to allow individuals to enter and exit without the need to touch handles.
- Childcare providers will greet children outside as they arrive.
- Hand hygiene stations will be available at the entrance of the facility so that children can clean their hands before they enter.
- Frequently touched areas will be cleaned and disinfected regularly.
- Normal cleansing and disinfecting procedures will be followed at the end of each day.
- The PRCC Lab School is equipped to allow the following:
 - Two spaces of 10 individuals. This may be one teacher and nine children or two teachers and eight children.
 - One space for infants (12 months and under). This will be for one teacher and four children.

PRCC COVID-19 Protocol for Athletics

- All Student athletes will adhere to the policies set forth for our general students.
- Any athlete reporting to campus housing for summer sessions/workouts will be screened for COVID-19 at a designated location. Any student athlete that tests a 100.4° or higher temperature or shows other symptoms will be asked to leave campus and quarantine for the appropriate time.
- Ask the following questions. Individuals responding affirmatively to either question will be asked to leave the campus.
 - Have you experienced any symptoms that are characteristic of COVID-19, fever, cough, shortness of breath, headache, or sore throat?
 - Have you or someone you live with been diagnosed with COVID-19 in the last 14 days?
- Any individual with a temperature exceeding 100.4°, who is experiencing other symptoms of COVID-19, or who has been positively diagnosed with the virus should email coronavirus@prcc.edu letting authorities know the situation. Students are to provide their name, student ID, contact phone number, and a brief explanation of the situation.
- There will be specific protocol for each facility in athletics. These protocols will follow state and CDC guidelines. The coaches will be responsible for providing the information to the students and enforcing the protocol.
- Weight rooms will have specific regulations, not limited to the following:
 1. Group workouts will be limited to 30% capacity of building
 2. Individuals in these workouts will follow social distancing rules
 3. The coaches will be responsible for disinfecting the building after each workout
- These regulations may be enhanced or relieved based on state and CDC regulations moving forward.

PRCC COVID-19 Protocol for the Cafeteria

Pearl River Community College's food services are provided by Aladdin. The following protocols have been provided by Aladdin.

Proposed Action – Environmental Safety

- Aladdin will clean and disinfect all areas of the kitchen including storage, refrigeration and freezers prior to opening.
- Aladdin will implement all health department initiatives to ensure compliance with food safety and cleaning and sanitizing standards.
- Aladdin will have in place an additional training plan and employees will be trained in frequency of cleaning and disinfection of the kitchen and surrounding areas.
- Aladdin in conjunction with PRCC will designate with floor markings entrance and exit areas and at station concepts throughout the cafeterias to ensure social distancing.
- Aladdin will evaluate on a continuous basis cleaning schedules and increased frequency of high touch areas as deemed necessary to ensure safety and well-being of students, faculty, staff and employees.

Proposed Action – Employee Safety

- Aladdin will monitor its employees regarding employee illness.
- Aladdin will ensure potential infected persons are removed and remain home until symptoms subside and are cleared in writing by a medical professional.
- Aladdin will continue all employee safety, food safety and sanitation practices per policy, CDC requirements, and PRCC guidance.
- Immediate reporting of illness required of all management and employees.
- Thorough, frequent handwashing and glove wear.
- Increased frequency of cleaning and sanitizing of surfaces and utensils.
- Aladdin will provide employees with the appropriate PPE equipment as recommended by CDC and/or outlined by state and local health requirements or client requests.
- Employees will be trained in social distancing, appropriate use of PPE equipment and handwashing.
- Hand sanitizer stations will be available at all entrances, cashier stands wherever appropriate.
- Plexiglass will be utilized around the cashier stands to ensure protection.
- Aladdin will continue to train and in-service employees regarding the proper protocols established by CDC, local authorities and regulations for COVID-19 and food safety.

PRCC COVID-19 Protocol for Wellness Facilities

- The wellness facilities will reopen August 17, 2020.
- Every student and community member will have his/her temperature screened daily upon entry. Any temperature of 100.4° or greater will be asked to leave the facility and campus.
- Any individual with a temperature exceeding 100.4°, who is experiencing other symptoms of COVID-19, or who has been positively diagnosed with the virus should email coronavirus@prcc.edu letting authorities know the situation. Students are to provide their name, student ID, contact phone number, and a brief explanation of the situation.
- In Poplarville, the main floor will be limited to 40 people at all times. This includes the walking track and the main floor. Social distancing will be in place for all workout equipment. The aerobics classes will be limited to 15 people at a time and the spin classes will be limited to 6 people at a time.
- At the Forrest County Center, all group fitness classes that occur in the fitness room will be limited to a maximum of 20 people at a time. For use of machines in the cardiovascular equipment room, only 5 people at a time will be allowed to ensure proper social distancing. Any student that participates in fitness at the Hattiesburg YMCA must follow the YMCA protocols.
- To the extent possible, interior doors will be propped open to allow individuals to enter and exit without the need to touch handles.
- The wellness facilities will be cleaned and disinfected prior to the arrival of students and employees each day.
- Regularly, appropriate janitorial staff will clean and disinfect frequently touched surfaces (such as door knobs and light switches) in any area where students and employees are present. In addition, equipment will be cleaned and disinfected after each use.
- A designated employee will be responsible for at all open hours for cleaning and disinfecting equipment after each use.
- In an abundance of caution, individuals using the wellness facility equipment will be directed to wipe equipment before and after use.
- Everyone is encouraged to wash his or her hands with soap and water frequently and to refrain from touching his or her face to avoid the transmission of germs.
- Students and community members will be required to sanitize their hands upon entry and exit of the building and when moving between equipment. Hand sanitizer is located at all entrances throughout the wellness facilities.
- Classrooms in the wellness facilities will operate under the same guidelines as classrooms across the campuses.
- The wellness facilities will not be opened for any reasons outside of the scheduled working hours.
- Individuals will wear face masks in buildings and confined spaces if with at least one other person.
- Wellness facility employees will wear masks throughout their shifts.

PRCC COVID-19 Protocol for Campus Police

- Any individual experiencing the symptoms of COVID-19 is to stay home and self-quarantine. Employees must contact supervisors at the first opportunity. If this is not possible, contact the appropriate campus vice president's office.
- All college facilities will be cleaned and disinfected prior to the arrival of students and employees each day.
- To the extent possible, interior doors will be propped open to allow individuals to enter and exit without the need to touch handles.
- Regularly, appropriate janitorial staff will clean and disinfect frequently touched surfaces (such as door knobs and light switches) in any area where students and employees are present.
- Each officer is encouraged to wash his or her hands with soap and water frequently and to refrain from touching his or her face to avoid the transmission of germs.
- Officers will clean and disinfect all golf carts and vehicles before and after each use. If proper cleaning and disinfecting is not possible prior to use due to an emergency, the vehicle will be cleaned and disinfected as soon as possible after use.
- Officers will promptly disinfect gear after physical contact with individuals.
- Disposable gloves will be available to officers.
- Individuals will wear face masks in buildings and confined spaces if with at least one other person.
- Link to the CDC COVID-19 Guidelines: <https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-law-enforcement.html>

PRCC COVID-19 Protocol for the Lowery Woodall Advanced Technology Center

- Any individual experiencing the symptoms of COVID-19 is to stay home and self-quarantine. Employees must contact supervisors at the first opportunity. Students must email each of their instructors as soon as possible. If this is not possible, contact the Dean of Workforce at workforce@prcc.edu.
- All college facilities will be cleaned and disinfected prior to the arrival of students and employees each day.
- Regularly, appropriate janitorial staff will clean and disinfect frequently touched surfaces (such as door knobs and light switches) in any area where students and employees are present.
- To the extent possible, interior doors will be propped open to allow individuals to enter and exit without the need to touch handles.
- Everyone is encouraged to wash his or her hands with soap and water frequently and to refrain from touching his or her face to avoid the transmission of germs.
- Individuals will wear face masks in buildings and confined spaces if with at least one other person.
- The Spring 2021 semester will begin as scheduled on January 12, 2021.
- Contingency plans are being made in the event individuals are placed under a stay-at-home order before the scheduled end of the semester.
- Communal coffee pots and break rooms for employees are strongly discouraged.
- Laptop cart must be reserved and checked out daily from Woodall Center front desk, allowing time to disinfect between use.
- To encourage individuals to remember the necessity of social distancing, markings will be placed on floors in areas such as outside elevators, outside of offices where lines might form, and any other areas where individuals typically gather in groups.
- Woodall staff will wear a mask while interacting with students.
- Students will not be allowed to congregate in lobby, hallways, bathroom or break areas. Students must leave campus at the end of their scheduled class time.
- Workforce lab settings vary greatly depending on the program. In settings where students can work independently from others, this will be the norm. In all lab settings, students will be required to wipe all equipment at the beginning and at the end of each lab.
- Rental guidelines will follow current Governor's order to not exceed 20 individuals inside one area. Rental guidelines will also adhere to social distancing, regular cleaning and will be approved on individual basis by Dean of Workforce and Executive Vice President/Provost.
- Woodall Center testing center will adhere to the Proctoring Protocol listed on page 4.

PRCC COVID-19 Protocol for Regular Disinfecting/Sanitation

- Any individual experiencing the symptoms of COVID-19 is to stay home and self-quarantine. Employees must contact supervisors at the first opportunity.
- The Physical Plant is the primary point of contact for the cleaning and disinfecting of all college facilities. In addition to the cleaning disinfecting of facilities, the Physical Plant will provide cleaning and disinfecting supplies to all college departments.
- To the extent possible, interior doors will be propped open to allow individuals to enter and exit without the need to touch handles.
- All college facilities will be cleaned and disinfected prior to the arrival of students and employees each day.
- On entering each facility, appropriate janitorial staff should approach the building with the goal of maintaining cleanliness to avoid possible infection. Everyone is encouraged to wash his or her hands with soap and water frequently and to refrain from touching his or her face to avoid the transmission of germs.
- Regularly, appropriate janitorial staff will clean and disinfect frequently touched surfaces (such as door knobs and light switches) in any area where students and employees are present. A checklist for each building will be provided by the Physical Plant in order to document that these processes are being followed.
- During the COVID-19 pandemic, personal protective equipment (PPE) should be worn when conducting tasks such as heating, ventilation, and air-conditioning (HVAC) filter removal and disposal. These tasks should occur more frequently during this time to demonstrate that the institution is making a concerted effort to minimize the spread of germs. When removed, filters should immediately be secured in plastic bags to limit the spread of materials throughout a building.
- Individuals will wear face masks in buildings and confined spaces if with at least one other person.
- When cleaning in various facilities, Physical Plant employees will wear gloves which will be replaced frequently.

PRCC COVID-19 Protocol for the Wildcat Den

For Employees:

- Guidance for Retail Workers and Steps to Reduce Risk, both provided by the CDC, will be posted at each location.
- Every employee must check his or her temperature before arriving at work each morning. Anyone registering a temperature of 100.4 degrees or symptoms listed by the CDC should not come in.
- Upon arrival, all employees should remain six feet apart when possible.
- Thorough hand washing should happen frequently using soap and water.
- Masks must be worn at checkout stations. Masks must be worn when associates are traveling through the store or closely assisting a customer.
- Workers will practice respiratory etiquette by covering coughs and sneezes. When possible do not use other workers' phones, desks, offices, etc.
- Stickers are in place throughout both store locations that designate stop points for safely staying six feet apart. Safety stickers are placed outside the bookstore down the hall to encourage safe distancing while waiting in line.
- The Poplarville bookstore is allowing 30 customers at a time, while the Forrest County Campus bookstore is allowing 15 customers at a time.
- Each station will be wiped down frequently.
- Hand sanitizer will be available at each register for customers and employees.
- After closing, a thorough sanitizing of each store will take place. Sneeze guards are in place to provide an extra level of safety for the customers and employees.

For our customers:

- Individuals will wear face masks in buildings and confined spaces if with at least one other person.
- Our capacity is currently limited based on recommendations by the CDC.
- Safety stickers are in place to create a safe shopping experience while practicing social distancing.
- Regular sanitation is conducted.
- Dressing rooms are closed. Customers may not try on clothing, hats or uniforms.
- In an effort to reduce close contact, The Wildcat Den is offering several options that include curbside pickup, shop by phone, shop online, and shop on social media. Curbside pickup can be arranged by calling 601-403-1360 for the Poplarville store and 601. Online ordering is available at bookstore.prcc.edu. We ask our customers to please practice social distancing when visiting the store.

PRCC COVID-19 Protocol for the Brownstone Performing Arts Center

- Any individual experiencing the symptoms of COVID-19 is to stay home and self-quarantine. Employees must contact supervisors at the first opportunity. For internal usage, the department representative or contact person for reserving the BCA must contact the BCA Director to determine how to proceed. For external rental, the contact person must contact the BCA Director to determine how to proceed. At any point an event may need to be cancelled or postponed.
- To the extent possible, doors will be propped open to allow individuals to enter and exit without the need to touch handles. For internal usage and external rentals, individuals will need to be assigned to open and close doors. All external doors will be locked before and during events to prevent gatherings in the lobby. Individuals will be allowed to enter the building and go directly to the auditorium. Upon leaving, Individuals will be allowed to exit the auditorium and leave the building directly.
- Everyone is encouraged to wash his or her hands with soap and water frequently and to refrain from touching his or her face to avoid the transmission of germs.
- The number of people allowed in the building will be restricted and will include the number of spectators along with staff and other workers. Specific numbers will be given on a case by case basis depending on the nature of the event and the CDC/MSDH guidelines.
- A representative for the BCA will work closely with those using the facility (internal and external) to section off areas in the auditorium to ensure social distancing. Those using the facility (internal and external) are responsible for marking those locations and enforcing social distancing during their events.
- People will be required to enter and exit in separate locations. Those using the facility (internal and external) are responsible for directing the flow of people and opening and closing doors during their events.
- For internal and external usage, a schedule of the rehearsals and performances must be submitted to the BCA Director. The schedule must include sufficient time between performances and rehearsals to allow for proper clean up of all common areas. Those using the facility (internal and external) are responsible cleaning and sanitizing between performances and rehearsals. PRCC staff will clean before and after the event.
- Restrictions will be in place for the number of people allowed in the backstage area and green room. Restricted numbers will vary depending on CDC/MSDH guidelines.
- External Rental: Because of the nature of COVID-19 and the restrictions, full payment will not be required until 7 days before an event, along with insurance forms, signed contracts, and schedules for the event. No change for internal usage.
- For external and internal rentals, a signed waiver will be required.
- Masks will be required for all event both internal and external.
- In order to meet the restrictions concerning attendance, it is advised that for internal and external usage that representatives give tickets or wristbands to those who are allowed to attend.

- For internal and external usage, temperature checks at the main door for those in attendance. Those using the facility (internal and external) are responsible for conducting these checks.
- Hand sanitizer and cleaning/sanitization stations must be available in the lobby. For internal usage, it is the responsibility of those using the facility to coordinate with the custodial/grounds staff to ensure these items are available. For external rental, it is the responsibility of those renting the facility to have these items available.
- For all events and usage, the BCA Director reserves the right to add or remove restrictions depending on CDC/MSDH guideline and to request cancellation or postponement of events.



